

**BEDFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES
October 6, 2016**

A regular meeting of the Bedford Public Library Board of Trustees was held on October 6, 2016 in the Richmond Room. In attendance were Ed Moran (Chair), Tony Frederick (Treasurer), Mary Ann Senatro (Library Director), and Miriam Johnson (Assistant Director). The meeting was called to order at 9:05 a.m.

Secretary's Report – Minutes from the September 1, 2016 meeting were accepted and approved.

Treasurer's Report – The Treasurer's report was reviewed and accepted. Mary Ann described the Friends of the Library Technology Fund. The following gifts were accepted by the Library Trustees: Paula Blank - \$50.00; Friends of the Library Technology Fund - \$154.00; Anonymous - \$20.00

Director's Report – See attached.

Old Business:

Geothermal HVAC Update – The project seems to be complete; we are still waiting for the monitor screen. Once that is installed we will have an event.

Plumbing – We have had 5 or more days where the toilets have been shut down. The plumber has come on multiple occasions and cleared the pipes. Peter is still looking into purchasing hand dryers; he is also looking into installing power flush toilets in some of the stalls.

New Business:

2017 Budget – Mary Ann is meeting with the Town Manager tomorrow. The 2017 budget is basically unchanged from 2016. At the last Town Council meeting the CIPs were discussed and the library parking situation was brought up. The Council would like to move up the date. The parking lot was discussed, and Mary Ann will find out what the larger plan is for the town center.

Volunteer Appreciation Day – It was suggested that we consider having a day to thank our volunteers with a breakfast/lunch in the spring.

Staff Development Day – One training topic is dealing with difficult patrons, another is the “life cycle of the book” in our library, as well as open discussions on the library.

Motion: Ed moved that the Trustees approve funding for lunch for the day. Tony seconded. Motion approved unanimously.

Staff Holiday Party – The plans are underway for a staff holiday party.

Motion: Tony moved that the Trustees approve funding the staff holiday party. Ed seconded. Motion approved unanimously.

The next meeting will be held on Thursday, November 10, 2016 at 9:00 a.m. in the Richmond Room. The meeting adjourned at 10:12 a.m.

Respectfully submitted,
Mary Ann Senatro
Library Director

Miriam Johnson
Assistant Director